

Congregation Beth Israel Bellingham Programming Committee Committee Charter

*Governance approved 1/8/2025 Approved by board on 3/11/25
on website*

Name: Programming Committee

Purpose: To provide meaningful Jewish learning and experiences to CBI congregants and wider communities through a variety of programs organized by this committee. Each event or program fulfills one or more of the following goals:

1. Build and strengthen the CBI community
2. Welcome students involved with Hillel
3. Attract unaffiliated Jews to CBI
4. Build relationships with the broader community
5. Create programs that appeal to the members of CBI

Role and Responsibilities:

1. Plans and implements a variety of events.
2. Programming Committee events are designed to complement CBI's religious services, Keshet, holiday, adult education, and recurrent group activities

Appointment of Chair :

Committee recommends chair for Board approval. Co-chairs are encouraged.

Members:

- **Required**
 - At least one member of the Board of Directors is a member and serves as liaison with the Board.
- **Desirable**
 - 6 to 12 members is optimal.
 - Seeks to include members who reflect various demographic groups within CBI.
 - Members with longtime "institutional memory" of CBI. Members who know which events CBI members would like based on past history.
 - Members who can bring new ideas to the Committee...perhaps from their previous participation in other congregations.

Term Limits:

- Flexible terms. Chair should work towards recruiting and training a new chair or co-chairs after serving a 6 year term.

Budget:

- Goal is to break even for many events—for example by charging admission. This is balanced by goals of each event.
- Prior Board approval is required when expenses for a single event exceeds the Committee's remaining annual budget.
- Budget is set by Finance Committee and approved by the Board annually.

Meeting Frequency: Monthly

Reporting and Accountability:

- Reports to the Board.
- Works with Board of Directors liaison, who will update Board as needed.
- Committee leadership meets annually before the end of the fiscal year with the Board of Directors to discuss upcoming programming .
 - Program decisions that are within the Rabbi's authority need Rabbi approval.
 - Event scheduling needs coordination with overall CBI calendar.
 - Events follow security, publicity, and other CBI protocols.